

ROUTING AND TRANSMITTAL SLIP

Date

13 OCT 88

DDA SUBJECT FILE COPY

TO: (Name, office symbol, room number,
building, Agency/Post)

Initials

Date

1. CHIEF, PMS/OL, 2B07 PAGE

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Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

#1 - FOR ACTION: PLEASE RESPOND DIRECT

WITH DROP COPY TO DDA.

SUSPENSE: 28 OCTOBER 1988

DO NOT use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

FROM: (Name)	Room No.—Bldg.
	Phone No.

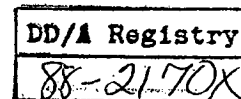
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Prescribed by GSA
FPMR (41 CFR) 101-11.206

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45-1



September 30, 1988

Mr. L. M. Huffstutler
Central Intelligence Agency
Langley, VA

Dear Mr. Huffstutler:

Our letter is directed to you for the simple fact that your employees will most probably be intimidated by the implementation of this product.

DANYL Corporation sells Expense Management Systems which eliminate the temptation of employees abusing the phone system, copy machines, postage, laser printer and facsimile machine.

Certainly your company is not alone in the attempt to control these costs. But, it is a fact that if employees are aware that they are being monitored, they will be less likely to:

- * Make all those long distance calls to relatives during their lunch hour
- * Photocopy the church bulletins on Saturday
- * Send all their wedding invitations or Christmas cards through the postage meter

The intention of the system is to control costs, centralize billing, eliminate abuse/misuse, and allow for accurate budgeting information at the push of a button.

Also of interest, the DANYL system can collect, through a PC, all the above data from remote sites, further controlling office equipment and expenses. In other words, you are able to control local expenses as well as the expenses of your Atlanta, New York, Los Angeles offices instantly. This is feature your accounting department will find boasts tremendous hourly labor savings.

LOGS-20

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September 30, 1988
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We have been successful in placing these systems in large organizations such as government agencies, and legal institutions, such as yours, with three things in common:

- * A large number of employees
- * Multiple locations
- * A desperate need to centralize as efficiently as possible

We hope you can see the possibilities of this system as a controlling mechanism as well as a tremendous management tool.

I would very much like to spend some time with you to discuss the implementation of such as system, as it is a product that will pay for itself within a very short period of time.

Let's plan on speaking in October, if your schedule permits.

Cordially,


Megan O'Shea
DANYL Corporation
(202) 223-7215

Enclosure

MO:klb(WP-50-9.02-011)